



**INSTRUCTIONS FOR USE OF THE PULP AND PAPER SUBPART MM  
SEMI-ANNUAL REPORT FORMS (quarterly for recovery boilers with ESP)**

**1) General**

***a) These guidelines are intended to supplement and not replace requirements of 40 CFR Part 63 and other applicable laws and regulations.***

***b) Report forms must include the name, title and signature of the responsible person who is certifying the accuracy of the report and date of the report.***

**2) PULP AND PAPER SUBPART MM EXCESS EMISSION, SSM, AND CMS PERFORMANCE REPORT (P&PMACTIISSM )**

***a) Excess Emission, SSM (chronologically by control system)***

- i) Identify the system;
- ii) Include the start time and date, end time and date and the duration for:
  - (1) each period when a parameter monitor did not meet the maximum or minimum levels established during the initial or subsequent performance testing (excess emissions for both SSM and Non-SSM events);
  - (2) each period when a control device was inoperable and emission source was operating;
- iii) Describe the nature and cause of any malfunction, if known;
- iv) Describe the corrective action taken and/or preventative measures adopted.  
Indicate whether the SSM plan was followed, Y or N (☒) and cite the section or code of the plan. Make note if claimed as part of SSM allowance (S), for example five 3-hour blocks outside the established range for the SDT scrubber could be claimed as SSM events.

***b) CMS Performance Problems (chronologically by control system)***

- i) Identify the control system and monitor;
- ii) Identify all averaging periods when insufficient CMS or parameter data was collected for a valid sample (except for routinely scheduled QA checks). Include the start time and date, end time and date and the duration of the event;
- iii) Describe nature and cause of any malfunction, if known; and
- iv) Describe the corrective action taken and/or preventative measures adopted. Indicate whether the SSM plan was followed, [Y or N (☒)] and cite the section or code of the plan. Quarterly reports or other correspondence can be referenced as part of this report.

**3) SEMI-ANNUAL SUMMARY REPORT: PULP AND PAPER SUBPART MM EXCESS EMISSION AND MONITORING SYSTEM PERFORMANCE (P&PMACTIISUMRPT1, P&PMACTIISUMRPT2)**

***a) As required in 40 CFR Part 63.10(e)(3)(vi), submit a Summary Report using a separate form for each of the control systems as applicable.***

- i) Identify the emission source (Subpart MM sources: recovery boiler, lime kiln, smelt dissolving tank) with a ☒.
- ii) Enter correct emission limitation;
- iii) Complete all information required on the form.



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**4) OTHER PULP AND PAPER SUBPART MM REQUIREMENTS (no forms attached)**

- a) Events not consistent with the SSM Plan must be reported within 2 working days and followed-up with a letter in 7 days unless other arrangements are made [40 CFR Part 63.6(e)(3)(iv)].*
- b) Keep records of black liquor solids firing rates for recovery boilers and CaO production rates for lime kilns (must record a daily value) as required in 63.866(c)(1)(2).*
- c) The Department must be notified before any CMS limit value or range can be changed.*
- d) The Department must be notified before the black liquor solids firing rate can be increased by more than 10% (daily avg.) above the level during the most recent performance test.*
- e) All CMS must be operated except for system breakdowns, out-of-control periods, repairs, maintenance periods, calibration checks, and zero (low-level) and high-level calibration drift adjustment.*
- f) Perform daily checks of the CMS as required by 63.864.*
- g) Any violation of an emission standard shall be reported to the Department within 48 hours.*
- h) Reports shall be sent to the appropriate Maine DEP regional office with copies to EPA Region I*
  - i) Copies of the summary and excess emission forms shall be forwarded to the Bureau of Air Quality in Augusta to the attention of Kurt Tidd.*

**Attached Forms:**

FORM DEP P&PMACTIISSM 3/8/04

FORM DEP P&PMACTIISUMRPT1 3/8/04

FORM DEP P&PMACTIISUMRPT2 3/8/04

# PULP AND PAPER SUBPART MM EXCESS EMISSION, SSM, AND CMS PERFORMANCE REPORT

SYSTEM (List chronologically by System. Total the amount of excess emission claimed allowances in the duration column at the end of each system section i.e. up to 6% for recovery boiler, five 3- hour block averages for SDT, lime kiln scrubber, etc. )	DATE AND TIME EVENT STARTED	DATE AND TIME EVENT ENDED	DURATION	NATURE OF SSM OR EXCESS EMISSION (parameter levels)	CORRECTIVE ACTION, SSM FOLLOWED: Y / N (Cite section or code of SSM Plan)  • make note “S” if claimed as part of SSM action level i.e. <six 3-hour avg. outside established range	Y E S <input checked="" type="checkbox"/>	N O <input checked="" type="checkbox"/>

I CERTIFY THAT TO THE BEST OF MY KNOWLEDGE THE INFORMATION PROVIDED IN THIS REPORT IS COMPLETE AND ACCURATE.

RESPONSIBLE OFFICAL: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE \_\_\_\_\_

## SEMI-ANNUAL SUMMARY REPORT

### PULP & PAPER SUBPART MM EXCESS EMISSION AND MONITORING SYSTEM PERFORMANCE

System: (check one)	Lime Kiln	Smelt Dissolving Tank
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Reporting Period Dates:		From:	To:	
Company Name & License #			Emission Limitation	Five 3-hour block parameter averages outside parameter value range _____ (established during performance test)
Mailing Address			Monitor & Primary Components	
			Date of Latest Audit	
Process Unit(s) Description			Total Source operating time in reporting period *	

Excess Emission Data Summary *		CMS Performance Summary*	
1. Duration of excess emissions in reporting period due to:**		1. CMS downtime in reporting period due to:	
a. Startup/shutdown		a. Monitor equipment malfunctions	
b. Control equipment problems		b. Non-monitor equipment malfunctions	
c. Process problems		c. Quality assurance calibration	
d. Other known causes		d. Other known causes	
e. Unknown causes		e. Unknown causes	
2. Total duration of excess emission		2. Total CMS Downtime	
3. $\frac{\text{Total duration of excess emission}}{\text{Total source operating time}} \times 100$	%	3. $\frac{\text{Total CMS down time}}{\text{Total source operating time}} \times 100$	%

Describe any changes since last semi-annual report for CMS, process or controls: Use extra sheet of paper if necessary.

\* Record time in hours.

\*\* This includes all periods of excess emissions minus the first five 3-hour block averages.

A copy of the summary report form and the excess emission report shall be forwarded to the Bureau of Air Quality in Augusta and the appropriate DEP and EPA Regional Office.

THIS IS TO CERTIFY THAT TO THE BEST OF MY KNOWLEDGE THE INFORMATION PROVIDED IN THIS REPORT IS COMPLETE AND ACCURATE.

RESPONSIBLE OFFICIAL \_\_\_\_\_ TITLE \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

## QUARTERLY SUMMARY REPORT

### **PULP & PAPER SUBPART MM EXCESS EMISSION AND MONITORING SYSTEM PERFORMANCE**

System:	<b>Recovery Boiler</b>
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Reporting Period Dates:		From:	To:
Company Name & License #		Emission Limitation	≤ 35% opacity < 6% of operating time
Mailing Address		Monitor & Primary Components	
		Date of Latest Audit	
Process Unit(s) Description		Total Source operating time in reporting period *	

Excess Emission Data Summary *		CMS Performance Summary*	
1. Duration of excess emissions in reporting period due to:**		1. CMS downtime in reporting period due to:	
a. Startup/shutdown		a. Monitor equipment malfunctions	
b. Control equipment problems		b. Non-monitor equipment malfunctions	
c. Process problems		c. Quality assurance calibration (minus QA noted below)	
		♦QA as required by Chapter 117	
d. Other known causes		d. Other known causes	
e. Unknown causes		e. Unknown causes	
2. Total duration of excess emission		2. Total CMS Downtime	
3. $\frac{\text{Total duration of excess emission}}{\text{Total source operating time}} \times 100$	%	3. $\frac{\text{Total CMS down time}}{\text{Total source operating time}} \times 100$	%

Describe any changes since last quarterly report for CMS, process or controls: Use extra sheet of paper if necessary.

♦ Opacity downtime for required QA is not included in total COM downtime.

\* Record time in minutes.

\*\* This includes all periods of excess emissions for 6% or more of the operating time in the quarter (on a six-minute block average).

A copy of the summary report form and the excess emission report shall be forwarded to the Bureau of Air Quality in Augusta and the appropriate DEP and EPA Regional Office.

**THIS IS TO CERTIFY THAT TO THE BEST OF MY KNOWLEDGE THE INFORMATION PROVIDED IN THIS REPORT IS COMPLETE AND ACCURATE.**

RESPONSIBLE OFFICIAL \_\_\_\_\_ TITLE \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_